

Joint Staff Advisory Committee 7 December 2020

STRONGER together



Time: 2.30pm

PLEASE NOTE: This will be a 'virtual meeting', held remotely in accordance with section 78 of the Coronavirus Act 2020 and section 13 of the related regulations.

Members of the press and public can view the meeting by clicking on the link provided on the agenda page on the Council's website or calling the number provided.

Instructions for members of the committee, officers and other participants to join the meeting have been circulated separately.

Membership:

Councillors: Chris Collier, Stephen Holt, Jane Lamb, Isabelle Linington, James MacCleary and Colin Swansborough

Staff Representatives: Chris Earp (Unison), Adediran Kujore (Unison), Linda Farley (Staff Group Representative) and Hilary Mitchell (Staff Group Representative)

Quorum: 3 (1 Councillor from each Council and 1 Staff Representative)

Published: Thursday, 26 November 2020

Agenda

1 Election of Chair

To elect a Chair of the Joint Staff Advisory Committee for the remainder of the 2020/2021 municipal year.

2 Election of Vice-Chair

To elect a Vice-Chair of the Joint Staff Advisory Committee for the remainder of the 2020/2021 municipal year.

3 Introductions

4 Apologies for absence/Declaration of substitute members

5 Declarations of interest

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

6 Urgent items

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

7 2nd Quarter 2020/21 Accident Report (Pages 5 - 12)

Presentation by the Specialist Advisor - Health and Safety

8 Capability Policy (Pages 13 - 38)

Report of Head of Human Resources

9 Disciplinary Policy (Pages 39 - 72)

Report of Head of Human Resources

10 Exclusion of the public and press

To consider, under Section 100(A) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of items 11, 12 and 13 on this agenda as there are likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

11 Sickness Absence Quarter 4 2019/20 and Quarters 1 and 2 2020/21 (Pages 73 - 108)

Report of Head of Human Resources

12 Consideration of matters raised by the employees' side

To consider any matters raised by the employees' side in respect of the items on this agenda.

13 Consideration of health and safety matters raised by the employees' side

To consider any matters raised by the employees' side in respect of health and safety.

14 Date of next meeting

To note that the next meeting of the Joint Staff Advisory Committee which is scheduled to commence at 2:30pm on Wednesday, 3 March 2021, will take place in a virtual capacity, via Microsoft Teams, and in accordance with section 78 of the Coronavirus Act 2020 and section 13 of the related regulations.

Information for Councillors

Disclosure of interests: Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

Telephone: 01323 410000

Council website: <https://www.lewes-eastbourne.gov.uk/>

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